

**SCHWENKSVILLE BOROUGH AUTHORITY
BOARD OF DIRECTORS MEETING: JULY 13, 2022**

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ROLL CALL:

The Regular meeting of the Schwenksville Borough Authority was called to order at Jerusalem Lutheran, 300 Second St, Schwenksville at 7:00 PM by Chairman John Markley.

ROLL CALL:

In addition to Chairman Markley, other members present were Vice Chairman Thomas Slater, Treasurer Brian Pippert and Secretary Treasurer Darren Rash. Assistant Secretary Brian Corbin was excused from attendance.

Also, attending at the invitation of the Board were, Frederick Ebert, P.E., President of Ebert Engineering, Inc., Consulting Engineer to the Authority; Colby Grim, representing the Authority's Solicitor's firm of Grim, Biehn & Thatcher; John Scully, President of Private Utility Enterprises, Inc., Management Consultant to the Authority.

MINUTES:

Chairman Markley then presented the minutes of June 8, 2022 and asked for approval when, Mr. Pippert moved and Mr. Slater seconded, accepting the Board of Director's meeting minutes of June 8, 2022, by a 4-0 vote.

VISITORS:

- A. Confirmed Appointments –Joe Phillips, Phillips & Donovan Architects – Mr. Phillips provided an overview to the Board. Mr. Pippert made a motion to authorize Providence Engineering the bid for the Authority office mezzanine and support wall structural analysis, in the amount of \$2,500.00, seconded by Mr. Slater and approved by the Board 4-0.

Karen Slater
Marla Hexter

FINANCIAL REPORT:

The Board then reviewed Bill List 7/2022 in the amount of \$127,552.17. The Board reviewed checks to be signed in the amount of \$91,194.85 In addition, payroll and pension transfers in the amount of \$36,357.32. Total Financial transaction of \$127,552.17 which summary is as follows:

Checks at meeting	\$ 91,194.85
Payroll, Pension & Other Transfers	\$ 36,357.32
Total Transfers and Checks	<u>\$ 127,552.17</u>

Accordingly, Mr. Slater made a motion to approve Bill List 7/2022 in the amount of \$127,552.17, seconded by Mr. Rash and approved by the Board 4-0.

The Board then reviewed Bill List 7/2022A in the amount of \$18,569.94. The Board reviewed checks to be signed in the amount of \$18,569.94. Accordingly, Mr. Pippert made a motion to approve Bill List 7/2022A, in the amount of \$18,569.94, seconded by Mr. Slater and approved by the Board 4-0.

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The Board generally reviewed the financial reports as well as the income statement and summary. Mr. Scully noted that he answered several questions related to the bill payment list. Mr. Pippert has reviewed the bank statements and account transfers for the financial statements with the Authority Board.

MANAGEMENT REPORT:

Administration:

1. Report of Delinquent Accounts - There were Forty (40) Shut Off letters sent in the month of June totaling \$11,242.96. The total amount collected was \$8,712.27. Thirty-one (31) customers paid in full. Eight (8) customers made partial payments and agreed to make monthly payments until paid in full. One (1) customer was granted a hardship extension
2. Proposed Development – THP -THP contacted Mr. Scully to discuss the potential project.
3. Baghurst Alley/EPA – Mr. Scully and Mr. Ebert provided an update to the Board.
4. SBA Administrative Building – Staff provided an update to the Board.
5. Flood Restorations – Mr. Scully provided an update to the Board.
6. Paperless Billing and Automatic Payment Withdrawals – Mr. Scully provided an update to the Board. The installation of paperless billing is in its final stages. It is estimated that this will be available for the September billing.
7. Employee Update – Mr. Scully provided an update to the Board.
8. Professional Service Agreements-
 - a. 117 3rd Ave-LF - Mr. Slater made a motion to approve the Professional Service Agreement for 117 3rd Street, Lower Fredrick Township, seconded by Mr. Rash and approved by the Board 4-0.
 - b. 106 2nd Ave- LF - Mr. Slater made a motion to approve the Professional Service Agreement for 206 2nd Street, Lower Fredrick Township, seconded by Mr. Rash and approved by the Board 4-0.
9. Water & Sewer Agreements-
 - a. 131 4th Street- Mr. Rash made a motion to approve the Water and Sewer Agreement for 131 4th Street, seconded by Mr. Pippert and approved by the Board 4-0.

Water Department:

- A. Management reported 274,232 gallons per day water usage for the month of June 2022. Authority wells produced 191,455 gallons per day and 82,776 gallons per day were taken from the interconnection.

Sewer Department:

- A. Management reported on May 2022 flows of a daily average flow of 0.2614 MGD and a total flow of 8.1039 million gallons for the month.

BOROUGH OPERATIONS:

- A. Borough Operations – June
 1. Empty trash in Pavilion and at Trailhead.
 2. Prep & clean up detail for Concert in the Meadow
 3. Took yard waste to Barnside Compost for Borough

ENGINEER'S REPORT:

Fred Ebert, President of Ebert Engineering, Inc., the Authority's Consulting Engineer, previously filed a written report on Authority Projects, which has been included in this meeting's packet. Mr. Ebert then provided an overview of the projects that have been prioritized.

- A. Authority
 - 1. Plant Odor Control and Flood Control Evaluation – Mr. Ebert provided an update to the Board.
- B. Sewer
 - 1. I & I – Sewer Repairs – Mr. Ebert provided an update to the Board.
 - 2. Sanitary Sewer Lining Project – Mr. Ebert provided an update to the Board.
- C. Developments
 - 1. Lumberyard - Mr. Ebert provided an update to the Board.

SOLICITOR'S REPORT:

Colby Grim of Grim Biehn & Thatcher, provided a brief report to the Board.

CHAIRMAN'S MINUTE:

ADJOURNMENT:

Mr. Rash made a motion to adjourn the meeting at 8:18 pm into executive session, seconded by Mr. Pippert and approved by the Board. No action was taken in executive session.

Respectfully submitted:

Board Member